

PROVINCE OF SASKATCHEWAN



**08-09**

**ANNUAL REPORT**

**MINISTRY OF  
MUNICIPAL AFFAIRS**



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This annual report is also available in electronic format from the Ministry's website at  
[www.municipal.gov.sk.ca](http://www.municipal.gov.sk.ca)



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## Letters of Transmittal



### Minister's Letter of Transmittal

The Honourable Dr. Gordon L. Barnhart  
Lieutenant Governor of Saskatchewan

Your Honour:

It is our privilege to submit to you the Annual Report of the Saskatchewan Ministry of Municipal Affairs for the fiscal year ending March 31, 2009.

Our commitment to increased public accountability also extends to delivering on promises made in the election platform, the Speech from the Throne and in the Minister's Mandate Letter.

Our government is working hard to build strong, respectful government-to-government relationships between the province and the municipal sector. We have developed infrastructure programs to help meet the needs of our growing municipalities and we have improved municipal operating grants. Together we are building a stronger Saskatchewan and a better life for everyone who calls this great province home.

Respectfully submitted,

Jeremy Harrison  
Minister of Municipal Affairs

July 2009



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### Deputy Minister's Letter of Transmittal

The Honourable Jeremy Harrison  
Minister of Municipal Affairs

Dear Minister:

It is my honour to submit the Annual Report of the Saskatchewan Ministry of Municipal Affairs for the fiscal year ending March 31, 2009.

The report reflects a year of action and innovation in the Ministry from the implementation of Municipal Operating Grants to the Municipal Economic Enhancement Program to a variety of infrastructure and development programs designed to build a stronger Saskatchewan.

This report provides information about the progress Municipal Affairs has made on these and other commitments, to March 31, 2009. Our commitment to accountability enhances the effectiveness of the various programs within Municipal Affairs and provides benchmarks to measure success.

Respectively submitted,

S.P. (Van) Isman  
Deputy Minister, Ministry of Municipal Affairs

June 2009

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## Introduction

This annual report presents the Ministry of Municipal Affairs' activities and results for the fiscal year ending March 31, 2009. It reports on public commitments made, and other key accomplishments of the Ministry.

As a transition year, the 2008-09 Annual Report follows a similar format to the 2007-08 Annual Report, and also includes the Government's vision and three goals of economic growth, security and accountability. With the release of Ministry Plans for 2009-10, Municipal Affairs will report on publicly committed strategies and actions identified in our plan within the 2009-10 Annual Report.

The 2008-09 Annual Report also sets the stage for the 2010-11 planning and budget process by providing an opportunity to assess the accomplishments, results, and lessons learned, and identifying how to build on past successes for the benefit of Saskatchewan people.

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## Alignment with Government's Direction

The Ministry of Municipal Affairs 2008-09 Annual Report aligns with Government's vision and three goals:

### Our Government's Vision

A secure and prosperous Saskatchewan, leading the country in economic and population growth, while providing a high quality of life for all.

### Government's Goals

- Sustain economic growth for the benefit of Saskatchewan people, ensuring the economy is ready for growth and positioning Saskatchewan to meet the challenges of economic and population growth and development.
- Secure Saskatchewan as a safe place to live and raise a family where people are confident in their future, ensuring the people of Saskatchewan benefit from the growing economy.
- Keep Government's promises and fulfill the commitments of the election, operating with integrity and transparency, accountable to the people of Saskatchewan.

Together, all ministries and agencies support the achievement of Government's three goals, and work towards a secure and prosperous Saskatchewan. The Ministry of Municipal Affairs supports these objectives by facilitating the development of vibrant, safe, self-reliant and accountable municipalities capable of providing leadership and serving the interests of Saskatchewan communities.

Municipal Affairs supports the Government's goal of **sustaining economic growth** by

- engaging municipalities in increasing capacity for economic development;
- supporting effective community planning; and,
- assisting municipalities in addressing critical infrastructure needs.

Municipal Affairs supports the Government's goal of a **secure Saskatchewan** by enabling municipalities to establish safe, healthy communities.

Municipal Affairs supports the Government's goal to **keep promises and fulfill commitments** by

- improving information on municipal capacity and needs;
- encouraging and facilitating municipal, First Nations and Métis relationships; and,
- increasing municipal financial and operational transparency and accountability.

## Ministry Overview

The Ministry of Municipal Affairs works with the municipal sector to develop programs, services, legislation, regulations and policies. This helps build good local governance and define and protect public interests in Saskatchewan's system of local government. The Ministry is responsible for municipal administration and operations in the Northern Saskatchewan Administration District.

Key partners include municipal councils, associations, administrators, community planners and property assessment appraisers. The Ministry works closely with other provincial ministries and in consultation with the provinces, territories and federal government.

Performance results are measured by the municipal sector's compliance with provincial legislation, program funding requirements, and accountability to the public and the provincial government. Municipalities are accountable for their use of program funds provided by the province and from programs established by federal-provincial agreements. They must comply with provincial legislation, which balances local independence with accountability, and provide good local governance to the public. Accountability is also demonstrated through municipal audited financial statements which display to the public and the Government how municipal funds were spent. The public also has access to property tax assessment data.

The Ministry of Municipal Affairs' total 2008-09 full-time equivalent (FTE) utilization was 132.1 FTEs, representing a variance of 4.9 FTEs below the approved budget of 137.0 FTEs. The under-utilization is primarily the result of vacancy management. Offices are held in Regina, Saskatoon, La Ronge and Buffalo Narrows.

The Ministry of Municipal Affairs shares financial, communication and administrative services with Intergovernmental Affairs and the Office of the Provincial Secretary.

## Mandate

The Ministry helps ensure effective local government and sustainable municipal infrastructure and services. The Ministry provides the legislative framework for cities, urban, rural and northern municipalities, as well as some of the technical and policy support municipalities need. The Ministry also works closely with municipalities, their representative organizations, and other provincial ministries to foster fair and effective regulatory and revenue sharing regimes.

## Key Programs and Services

The Ministry of Municipal Affairs is comprised of five program branches:

- Community Planning
- Grants Administration and Financial Management
- Northern Municipal Services
- Policy Development
- Strategy and Sector Relations

Municipal Affairs provides programs and services to a total of 789 municipalities throughout Saskatchewan. This assistance is provided through several lines of business: financial programs, governance, human capacity, policy, regulatory and relationship management. Thirteen cities and 455 other urban municipalities, including 147 towns, 268 villages and 40 resort villages, were provided services as at March 31, 2009. Programs and services were also provided to 296 rural municipalities and 25 northern municipalities. Unincorporated areas of northern Saskatchewan, including 10 northern settlements and 14 recreational subdivisions, are part of the Northern Saskatchewan Administration District and are administered by the Ministry.



## Progress in 2008-09

### Significant Achievements

In partnership with the municipal sector and applicable ministries, Municipal Affairs implemented the Municipal Sector Strategic Plan (MSSP). The MSSP sets out long term directions and a joint work plan for cities, towns/villages, rural and northern communities and the province. The plan focuses on increasing municipal capacity for economic development by providing a (an):

- new Municipal Operating Grant (MOG) Program that supplies a revenue stream tied to provincial revenues to municipal governments;
- planned approach to infrastructure investment;
- approach that will increase interjurisdictional planning and co-ordination of service delivery (water, fire, emergency, waste, energy, building inspections, etc.);
- foundation that will increase interjurisdictional economic and land use planning (transportation, land development, infrastructure, etc.); and,
- strong administrative level working relationship between municipalities and the provincial government to complement the political forums.

In 2008-09 the Ministry honoured its Mandate Letter commitments to increase funding for municipal revenue sharing and negotiate a new revenue sharing deal with municipalities by:

- providing \$141.4 million in revenue sharing to municipalities, a \$19 million increase over 2007-08; and,
- announcing the new MOG program, after substantial communication and collaboration with the municipal sector, on March 18, 2009 to replace the previous municipal revenue sharing program. The program has committed \$167.4 million to municipalities in 2009-10.

The establishment of the Saskatchewan Infrastructure Growth Initiative Program fulfilled Government's election platform promise of the provision of \$300 million over four years for five-year interest-free loans to assist municipalities in developing the infrastructure needed to meet the demand for new residential, commercial and industrial lots. In the first fiscal year of the program, 68 projects were approved with total eligible municipal borrowing of \$143 million.

The Ministry developed and delivered the Municipal Economic Enhancement Program. This program provides a \$100 million "booster shot" to municipalities on a per capita basis for investment in infrastructure. Investment in local infrastructure improvements using local contractors was highly encouraged through the program.

On June 13, 2008, as promised in the 2008-09 Budget Summary, Canada and Saskatchewan entered into the Building Canada Fund – Communities Component to provide \$189.0 million in federal/provincial funding to municipalities to help meet local infrastructure needs. In 2008-09, \$63.2 million in federal and provincial funding was approved for 46 projects including \$51.4 million for water and wastewater and \$11.8 million for local road projects. \$31.6 million was paid out provincially to these 46 projects.

The Ministry provided direction to municipalities on securing their future through facilitating land use and development opportunities that balance a variety of interests to support economic growth, environmental protection, and the cultural and social needs of Saskatchewan's communities. Sustainable growth for municipalities was encouraged by working in partnership with them and provincial ministries to facilitate zoning and subdivision development.

In 2008-09, Municipal Affairs co-ordinated and approved a record number of new lots through the subdivision approval process. 1,560 applications resulted in the creation of 6,556 sites, a 53 per cent increase over the previous record set in 2007-08. The Ministry generated approximately \$1.4 million in revenue from subdivision fees in 2008-09. The subdivision approval process ensures site suitability and appropriate servicing of the intended residential, commercial and industrial development.

Municipal Affairs secured renewal of the Northern Capital Grants Program (NCGP) for \$7.2 million until March 31, 2013. In the past year, the NCGP provided \$1.6 million financial assistance for construction/acquisition of municipal capital for equipment and facilities. The NCGP is a vital part of The Northern Infrastructure Strategy, which is currently under development.

## Progress by Key Programs

### Financial Capacity for Economic Development

#### Municipal Funding and Grants

The Ministry is responsible for administering various grants and financial assistance programs to municipalities. This includes exclusive provincial programs, joint federal/provincial programs and federal flow-through programs. In addition, the Ministry also provides the following services:

- advice and guidance on completing related grant application/form(s), eligible costs, application processes, application status and announcement of approved projects;
- calculation and payment of unconditional grant amounts, processing conditional grant(s) and Grants-in-Lieu of Property Taxes payments;
- interpretation of legislation as it relates to the various programs;
- technical expertise to municipal administrators, clerks and auditors related to financial reporting standards and policies; and,
- compilation and generation of statistics on municipal financial performance and health.

#### Municipal Operating Grant Program

The Ministry's development and implementation of the Municipal Sector Strategic Plan (MSSP) significantly increased municipal revenue sharing in 2008-09.

Further increases will be implemented in 2009-10 and 2010-11 as a result of *The Municipal Grants Act* enacted in 2008-09, which provides the legal framework to implement the new Municipal Operating Grant (MOG) Program.

The MOG program helps ensure effective local government and sustainable infrastructure and services. The program delivers on our Ministry's mandate to increase funding for municipal revenue sharing over the next two years and negotiate a new revenue sharing deal with municipalities that includes a percentage of the provincial government's own source revenue.

The distribution of municipal operating grants is based on the results of a needs-based analysis

conducted in consultation with the municipal sector. The provincial government exceeded its commitment to increase municipal revenue sharing by seven per cent in 2008-09 by providing a 15 per cent increase. This brought the total amount of revenue sharing provided to municipalities to \$141.4 million\*, consisting of the following:

- \$77.8 million to urban municipalities;
- \$52.6 million to rural municipalities; and,
- \$11.0 million to northern municipalities.

\* Due to under-expenditure in the Rural Municipal Primary Weight Corridors Capital Program, a further \$1 million was redirected to rural revenue sharing through the conditional Bridge Program.

In addition, \$20 million in operating funding was provided in 2008-09 through the following: \$2.4 million for Transit Assistance for People with Disabilities Program—Operating; \$11.4 million for Grants in Lieu of taxes; and \$6.2 million to the Saskatchewan Assessment Management Agency.

#### Infrastructure Investment

In order to secure the people of Saskatchewan's future, infrastructure must not fall behind a growing economy and population. Following through on commitments outlined in the Speech from the Throne, investments in 2008-09 towards highways, schools, universities, hospitals and other vital infrastructure projects ensure a stronger Saskatchewan and a better life for its people. Many municipalities are dealing with an infrastructure deficit, and the Government has responded by providing significantly increased funding in the past year, with further increases promised in 2009-10 and beyond.

In 2008-09, the Ministry provided \$230.5 million in funding through its various programs including the Building Canada Fund – Communities Component (BCF-CC), Municipal Rural Infrastructure Fund (MRIF), Municipal Economic Enhancement Program (MEEP), Saskatchewan Infrastructure Growth Initiative (SIGI) and the federal Gas Tax and Public Transit programs. Significant achievements in 2008-09 are as follows:

- MEEP funding, totaling \$100 million, was announced by the premier at the Saskatchewan Urban Municipalities Association Convention on February 2, 2009. The program provides per-capita funding to municipalities to strengthen the provincial economy. Though \$99.9 million was provided to municipalities in 2008-09,

municipalities responded with total project costs of \$449.0 million for 13 infrastructure categories. The majority of the requests were in transportation (29.7%), wastewater (19.5%), water (19.0%), and recreation (7.8%).

- Under the federally funded Gas Tax Program, \$32.7 million was provided to 693 municipalities during 2008-09 (not including Ministry administrative costs of \$321,000). At March 31, 2009 there were 1,068 approved projects in the following project categories: 307 Roads and Bridges; 304 Water; 249 Community Energy; 103 Wastewater; 90 Solid Waste; and 15 Capacity Building. An amendment to the federal-provincial agreement was made September 3, 2008 to extend the funding for an additional four years, providing an additional \$224 million over the four-year period.
- \$32.2 million was paid to municipalities for approved projects under the MRIF program, as projected in the 2008-09 Budget Summary, including \$9.4 million for 58 local road projects and \$439,000 for two solid waste projects. \$3.9 million in federal and provincial funding was approved for new infrastructure projects, including \$1.5 million in federal and provincial funding for one local road project.
- On February 20, 2009, the Governments of Canada and Saskatchewan announced that \$63.2 million in federal/provincial funding will be spent on 46 water, wastewater and roadway projects under the BCF-CC. A contribution agreement was signed by each recipient before the provincial payment was transferred to the municipality. Cabinet directed that recipients from the first application intake of the BCF-CC be paid the entire provincial contribution of \$31.6 million (1/3 of total approved costs) in 2008-09.
- Under the federally funded Public Transit Program, \$15.5 million of federal flow-through funding was provided to eight cities to assist in addressing critical public transit and transit for disabled capital needs.
- \$11.5 million has been expensed for the benefit of municipalities through the following programs: \$8.9 million for the Primary Weight Corridor Program; \$1.5 million under the Urban Development Agreement for Regina and Saskatoon; \$606,000 under SIGI; \$275,000 for the Transit Assistance for People with Disabilities Program-Capital; and \$228,761 for Provincial Municipal Support.

- \$7.1 million under the Rural Revenue Sharing Program was provided to the following programs: \$3.9 million under the Municipal Bridges Program; \$2.2 million under the Heavy Haul Program; \$635,227 under the Bridge Inspections Program; \$244,690 under the Communities in Transition Program; and \$132,912 under the Traffic Count Program.

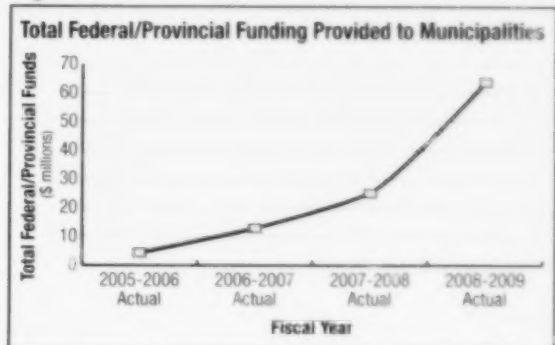
## Measurement Results

### Funding Provided to Municipalities

The total federal/provincial funding provided to Saskatchewan municipalities has significantly increased in the past several years, fulfilling the Government's commitment to negotiate agreements with the federal government towards increased funding. Federal/provincial funding allows municipalities to develop necessary services and infrastructure, promoting economic viability and growth.

The following chart displays federal/provincial funding provided from MRIF and BCF-CC.

Figure 1.1\*



[Source: Municipal Affairs – Grants Administration and Financial Management]

\* The chart displays only funds provided by MRIF and BCF-CC, it does not include Municipal Operating Grants or other forms of funding.

## Water and Sewer Infrastructure

As stated in the Speech from the Throne, fresh, clean water is essential for a high quality of life in our province, and people all across Saskatchewan need to know they will have access to safe and reliable water, now and in the future. In order to continue to provide necessary water and wastewater related funding, in 2008-09:

- \$2.4 million in federal and provincial funding was approved for five water and sewer projects, and \$18.95 million was paid out to 75 water and sewer projects under the MRIF program;
- \$51.4 million in federal and provincial funding was approved for 31 water and sewer projects under the BCF-CC program, with \$25.7 million paid out provincially to these 31 projects; and,
- \$14.1 million in provincial funding was approved for eight water and sewer projects, and \$171,000 was paid out to six water and sewer projects under SIGI.

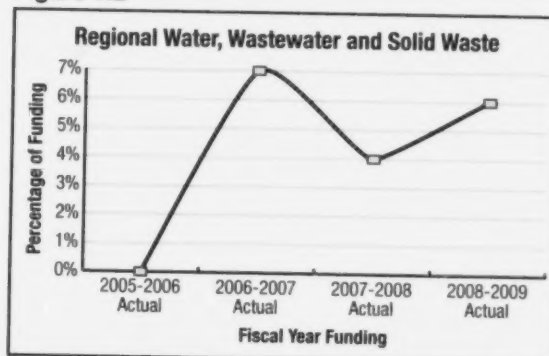
In order to provide security for the people and the environment of the Northern Saskatchewan Administration District (NSAD), efforts by the Ministry and co-operation with northern communities to develop regional water and sewer operator programs resulted in:

- the organization and distribution of \$4.7 million under the Northern Water and Sewer Program in 18 communities, including \$97,000 under the Northern Emergency Program for northern water and sewer system repairs that arose during the year in nine communities. \$1.9 of this funding was from the Canada-Saskatchewan Infrastructure Program; and,
- the provision of \$499,000 towards engineering operating and maintenance advice to northern communities on water and sewer systems.

### Percentage of funding provided for regional infrastructure through major cost-shared federal/provincial infrastructure programs

This measure is significant to the Ministry and provincial government, as regional solutions often provide a tangible solution for local issues surrounding limited financial resources, including increased municipal infrastructure deficits and environmental disaster risk. This measure tracks the amount of federal/provincial program funding that is provided for regional water, wastewater and solid waste infrastructure as a percentage of total funding provided.

Figure 1.2\*



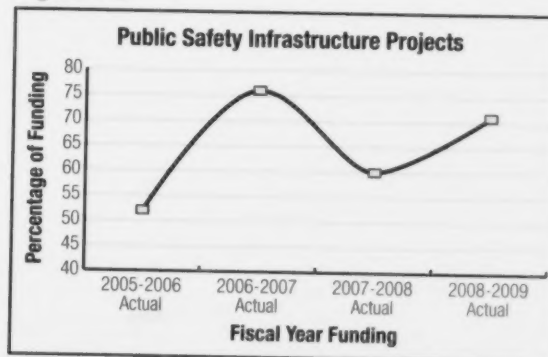
[Source: Municipal Affairs – Grants Administration and Financial Management]

\* As displayed in figure 1.1, total federal/provincial funding has significantly increased in the past several years; therefore the percentages below in 2007-09 are lower, but represent a higher actual amount of funding.

### Proportion of infrastructure investment provided for public environmental and safety projects (water, waste water, and landfill projects) through federal-provincial cost-shared programs

Government investments in health and safety related infrastructure projects are essential to promote quality of life for Saskatchewan residents and mitigate risk of environmental disaster. This measure tracks the proportion of federal/provincial cost-shared program funding provided for water, wastewater and landfill projects as a percentage of total funding provided.

Figure 1.3\*



[Source: Municipal Affairs – Grants Administration and Financial Management]

\* As displayed in figure 1.1, total federal/provincial funding has significantly increased in the past several years; therefore the percentages below in 2007-09 are lower, but represent a higher actual amount of funding.



### **Number and per cent of municipal waterworks with water rates that cover expenditures and debt payments**

By April 21, 2008, 40 per cent of the municipalities submitted a copy of their public information on the financial sustainability of their waterworks for 2006 to the Ministry. Of these, 40 per cent indicated they had a waterworks rate policy and capital investment strategy in place.

Of the municipalities that submitted public waterworks information to the Ministry, 46 per cent reported waterworks revenues that covered the waterworks expenditures and debt payments.

### **Highways, Roads and Transportation Infrastructure**

The Primary Weight Corridor (PWC) Program was created as part of the Clearing the Path initiative developed by the Saskatchewan Association of Rural Municipalities and the Saskatchewan Urban Municipalities Association. Working in partnership with the province and municipalities, the PWC program helps to establish the infrastructure necessary for communities in rural Saskatchewan to expand economic growth.

PWC are roads built to a higher standard to bear the burden of heavier traffic, sustaining and attracting industry. As at March 31, 2009, Primary Weight Maintenance agreements for the 2008-09 year have been signed with 67 rural municipalities, 11 towns and villages, one city and one First Nations settlement for 1,355.8 kilometres of PWC. In addition, 19 rural municipalities were approved for capital funding for upgrading 112.1 kilometres of PWC.

In the past year, Municipal Affairs worked with the Ministry of Highways and Infrastructure on the development of the Saskatchewan Infrastructure Plan to meet Saskatchewan's requirements under the Building Canada Plan. The infrastructure plan will be completed in 2009-10.

### **The Saskatchewan Infrastructure Growth Initiative Program**

Municipal Affairs is mandated to assist municipalities in developing the infrastructure needed to meet the demands for new housing, commercial and industrial lot development. To ensure the current economic momentum translates into long-term, sustained prosperity for citizens across Saskatchewan, Municipal Affairs, in conjunction with the Municipal Financing Corporation of Saskatchewan, the Saskatchewan Municipal Board, the Ministry of Finance and the Ministry of Justice, developed the Saskatchewan Infrastructure Growth Initiative (SIGI) Program.

To assist in the development of the program the province established an external municipal working group comprised of representatives from small cities, towns, villages, northern communities and rural municipalities. Association representatives from the Saskatchewan Urban Municipalities Association, Saskatchewan Association of Rural Municipalities and New North – Saskatchewan Association of Northern Communities were also participants.

The creation and establishment of the program required the development of criteria, applications forms, regulations, and shared cost agreements for SIGI to provide interest rate subsidies to municipalities for lot development. The necessary regulations to enable the program were approved on June 27, 2008.

The Ministry approved 33 projects in 30 municipalities for interest rate subsidies with eligible borrowing of \$63 million in the first intake. In the second intake 35 projects in 32 municipalities were approved for interest rate subsidies with an eligible borrowing amount of \$80 million. The projects were related to 49 lot development and 19 off-site infrastructure projects (water and wastewater).

## Administrative Capacity

### Advisory Services

The Ministry administers and provides the legislative framework for municipalities to secure their future in land use and community development policies that balance a variety of interests to foster economic growth, protect the environment and advance the cultural and social needs of Saskatchewan's communities. Specifically, Municipal Affairs works to strengthen local governance capacity in:

- managing growing communities;
- safeguarding public health and safety;
- ensuring the integrity of public infrastructure;
- preserving natural, cultural, heritage and archaeological resources;
- protecting the environment and maintaining biodiversity;
- ensuring access to natural resources; and,
- safeguarding citizen's interests in local government.

Advisory Services are an important part of building municipal administrative capacity and contributing to strong municipal leadership. They provide technical and operational counselling and initiatives to elected and appointed municipal officials, citizens and other interested parties, and develop and deliver training to elected and appointed municipal officials in order to build management and leadership capacity. These services and initiatives are delivered through a growing internet presence and strategic partnerships with the municipal sector.

- During the 2008-09 fiscal year, Advisory Services staff fielded over 8,700 inquiries and calls from municipal officials. Over 115 on-line municipal administration and management resources, guides and documents are also maintained for use by the municipal sector.

### Workshops and Information

In 2008-09 the Ministry collaborated with multiple parties in order to strengthen municipal capacity. Working in partnership with municipal associations and provincial ministries and agencies, a large volume of workshops were developed and presented.

An important part of this was a partnership with municipal associations and the Association of Professional Community Planners. This resulted in the provision of 12 workshops on facilitating development through subdivision and infrastructure planning. Through the subdivision approval process, the Ministry assisted and provided advice to rural, urban and northern municipalities on best practices for planning and developing communities. The inter-ministry approach used by the subdivision approval process facilitated the integration of provincial priorities and interests for sustainable community development, cost effective infrastructure, and new residential, commercial and industrial lot development for economic growth.

In 2008-09 the Ministry worked in partnership with five municipal associations, the Ministry of Justice and Attorney General, and the Saskatchewan Assessment Management Agency (SAMA) to develop resource materials. As a result, 34 workshops were delivered to 2,068 municipal officials. Topics included municipal strategic planning, financial planning, board of revision operations, assessment and taxation, and privacy legislation for local authorities. Attendees reported a 99 per cent satisfaction rate with the workshops.

Overall in 2008-09 the Ministry:

- updated community planning information on the Municipal Affairs website to assist municipalities in meeting responsibilities for planning processes;
- prepared and published sample official community plans, zoning bylaws and interim development controls for urban and rural municipalities;
- prepared monthly planning related articles for *Municipalities Today* on topics of current interest to the municipal sector in increasing awareness and education;
- participated with the Saskatchewan Urban Municipalities Association (SUMA), the Saskatchewan Association of Rural Municipalities (SARM) and New North – Saskatchewan Association of Northern Communities (SANC) in the funding and administering of the Municipal Capacity Development Program (MCDP). The MCDP held 57 workshops promoting intermunicipal co-operation and collaboration on regional planning approaches to enhance municipal capacity to jointly support economic growth and development; and,

- jointly developed and delivered three presentations with the MCDP to the SARM and SUMA annual meetings on intermunicipal and regional planning and partnerships.

## Community Planning

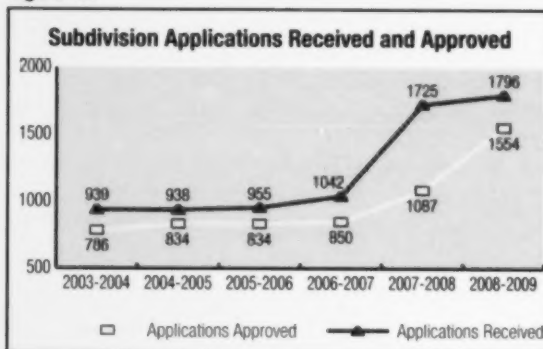
The Ministry is responsible for reviewing municipal and district planning bylaws including official community plans, zoning bylaws and amendments for consistency with provincial policies, recommendations and guidelines. The Ministry endorsed nine new official community plans and nine new zoning bylaws to replace outdated municipal bylaws and reviewed 452 municipal bylaw amendments for compliance with provincial interests. In 2008-09, the Ministry also:

- reviewed and approved 23 annexations;
- developed the Subdivision On-line Application, which is currently undergoing testing with plans to be implemented in 2009-10, to enable quicker and more efficient submissions and processing in support of timely economic development opportunities;
- received and processed 20,701 telephone and email related planning inquiries, including questions on subdivision, official community plans, zoning, dedicated lands, annexation, servicing agreements, development levies, duty to consult and other general requests; and,
- provided conflict resolution and facilitated solutions for municipalities, developers and the public; encouraged inter-municipal co-operation; advised municipalities and developers on subdivision design, dedicated lands and zoning requirements; and helped municipalities and developers assess infrastructure needs.

## Measurement Results

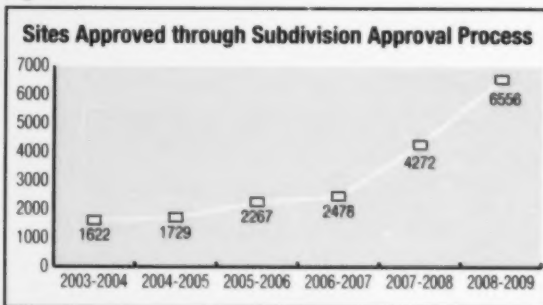
The subdivision of land is a key step for investment in economic growth as it precedes actual development. The following charts display the subdivision applications processed and the resulting sites approved for April 1, 2008, to the end of March 31, 2009, and for the previous five years:

Figure 1.4



[Source: Municipal Affairs – Community Planning]

Figure 1.5



[Source: Municipal Affairs – Community Planning]

- jointly developed and delivered three presentations with the MCDP to the SARM and SUMA annual meetings on intermunicipal and regional planning and partnerships.

## Community Planning

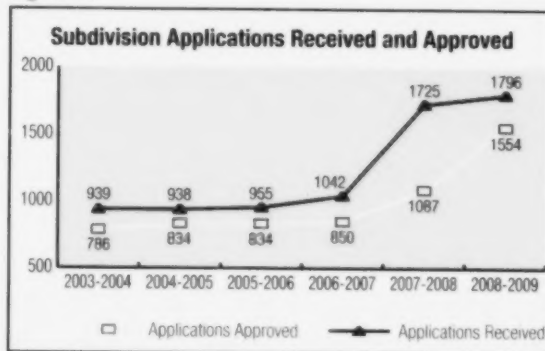
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## Measurement Results

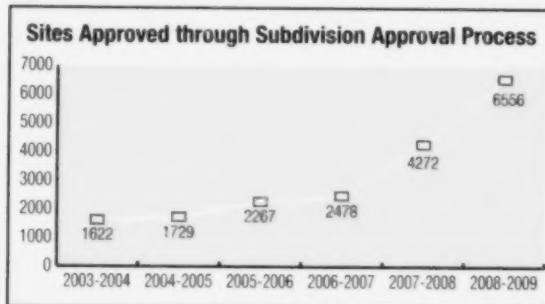
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Figure 1.4



[Source: Municipal Affairs - Community Planning]

Figure 1.5



[Source: Municipal Affairs - Community Planning]



- In 2008-09, Community Planning received 1,796 subdivision applications and approved 1,554 applications resulting in the creation of 6,543 sites – a 53 per cent increase in sites approved as compared with 2007-08 (when 4,272 sites were approved). The average number of sites per application for 2008-09 as compared with 2003-04 has also increased from 2.2 to 4.1. The increased number of sites represents significant investment in land and property within the province. Facilitating subdivisions supports the provincial objective for a prosperous economy.

Municipal Affairs monitors and encourages municipalities to adopt local policy through new official community plans that incorporate provincial priorities and interests for achieving safe and healthy communities. The Ministry undertakes significant interministry and agency co-ordination to facilitate the incorporation of Government priorities and interests within local government for making communities safe. This co-ordination includes safeguarding public health and safety, ensuring the integrity of public infrastructure, preserving the natural, cultural and archaeological resources, protecting the environment including water, and encouraging the sustainable development of communities.

Working with other ministries and agencies, the Ministry provided advice to municipalities on provincial priorities including:

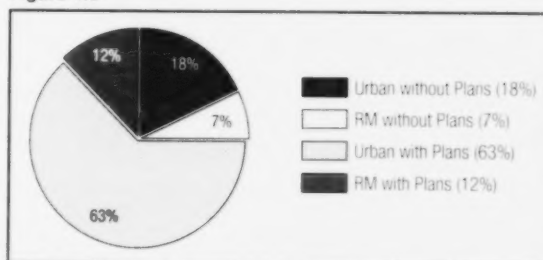
- minimizing the impact of flooding on new development and watershed planning;
- ensuring safe drinking water for new development;
- promoting orderly and sustainable growth, economic diversification and stability;
- encouraging intermunicipal co-operation and mutually beneficial partnerships; and,
- facilitating flexible land use planning approaches to stimulate change, improve quality of life and offer security to Saskatchewan communities.

Consultations were completed for amendments to *The Dedicated Lands Regulations* which support the subdivision review process. The amendments provide greater flexibility for municipalities to improve public access to lakeshore areas and better management of flood prone areas and storm water in their communities.

### Percentage of municipalities with Official Community Plans

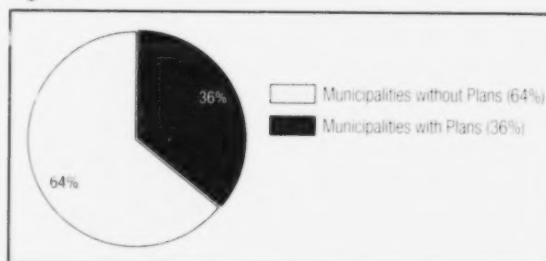
*The Planning and Development Act, 2007* provides municipalities the authority to adopt Official Community Plans (OCP). OCPs set out policies to govern land use and development, outline the municipalities' economic growth strategies, encourage environmental stewardship, plan sustainable infrastructure, support recreational opportunities, and address community interests. Without OCPs, municipal councils do not have the policies and supporting legal authority to lead the municipality's development agenda.

Figure 1.6



[Source: Municipal Affairs – Community Planning]

Figure 1.7



[Source: Municipal Affairs – Community Planning]

- Approximately 36 per cent of municipalities have an official community plan. Earlier planning legislation did not require a municipality to develop an official community plan in conjunction with a zoning bylaw. More recent legislation requires that a zoning bylaw could only be adopted with a development plan or basic planning statement (now replaced by an official community plan).
- Interjurisdictional planning provides a means of building municipal planning capacity and developing official community plans. The Ministry is working with municipalities to enhance interjurisdictional opportunities through the Municipal Capacity Development Program and other initiatives.

## Number and per cent of municipalities with zoning bylaws in place

Figure 1.8

2004-05	2005-06	2006-07	2007-08	2008-09
456	475	475	477	477

[Source: Municipal Affairs – Community Planning]

- Zoning bylaws allow municipalities to manage growth by identifying appropriate areas for certain types of land use and the ability to require development standards through a permit process.
- Approximately 60 per cent of municipalities have zoning bylaws (477 municipalities of 789). Municipal Affairs reviews, analyzes and distributes information about zoning bylaws for the municipal sector. The Ministry also answers inquiries on zoning procedures so that developers and municipalities can make informed investment decisions.

Communities that work together can:

- Build municipal capacities to address municipal issues of mutual interest;
- Plan for and offer cost-effective infrastructure services; and,
- Coordinate economic strategies and collectively take advantage of more economic development opportunities.

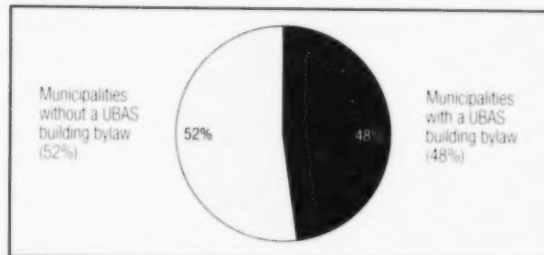
Sixteen planning districts involving 34 municipalities and one regional park (or 4.3 per cent of municipalities) are participating in formal district arrangements.

Five memorandums of understandings were signed by 66 municipalities (or 8.3 per cent of municipalities) to work towards interjurisdictional agreements with the possibility of establishing formal planning districts.

### Percentage of municipalities with a building bylaw Pursuant to *The Uniform Building and Accessibility Standards Act*

This measure demonstrates municipal leadership in providing public safety through the adoption of building bylaws pursuant to *The Uniform Building and Accessibility Standards Act* (UBAS) and enforcement of building standards that promote construction of safe buildings.

Figure 1.9



[Source: Ministry of Corrections, Public Safety and Policing – Building Standards]

- In 2008-09, 412 municipalities were without a UBAS building bylaw pursuant to the act, while 377 municipalities had UBAS approved building bylaws in place. Ongoing and developing efforts and initiatives by the Ministry, as well as interministry and agency co-ordination, will increase the implementation of UBAS building bylaws by municipalities.

## Municipal Information

### Public Sector Accounting Board Requirements

In 2008-09, \$445,000 was committed by the federal and provincial governments under the Municipal Rural Infrastructure Fund Program to support municipal compliance with Public Sector Accounting Board (PSAB) financial reporting requirements. The Ministry worked collaboratively with the Saskatchewan Urban Municipalities Association, the funding administrator and delivering agent, to develop tools and resources for Saskatchewan municipalities. In 2008-09 a Tangible Capital Asset (TCA) manual and asset register were developed and TCA training sessions were delivered across the province for municipalities and municipal auditors. Other tools, such as a website, an on-line forum and a toll-free help line were implemented.

During 2008-09 the Ministry collaborated with municipal partners on TCA pilot projects in an urban municipality and a rural municipality whereby the process of gathering data and reporting the PSAB required information was completed. Work began on the development of presentations and materials to share the pilot project results in the spring of 2009 with all municipalities.

- In 2008-09, Community Planning received 1,796 subdivision applications and approved 1,554 applications resulting in the creation of 6,543 sites – a 53 per cent increase in sites approved as compared with 2007-08 (when 4,272 sites were approved). The average number of sites per application for 2008-09 as compared with 2003-04 has also increased from 2.2 to 4.1. The increased number of sites represents significant investment in land and property within the province. Facilitating subdivisions supports the provincial objective for a prosperous economy.

Municipal Affairs monitors and encourages municipalities to adopt local policy through new official community plans that incorporate provincial priorities and interests for achieving safe and healthy communities. The Ministry undertakes significant interministry and agency co-ordination to facilitate the incorporation of Government priorities and interests within local government for making communities safe. This co-ordination includes safeguarding public health and safety, ensuring the integrity of public infrastructure, preserving the natural, cultural and archaeological resources, protecting the environment including water, and encouraging the sustainable development of communities.

Working with other ministries and agencies, the Ministry provided advice to municipalities on provincial priorities including:

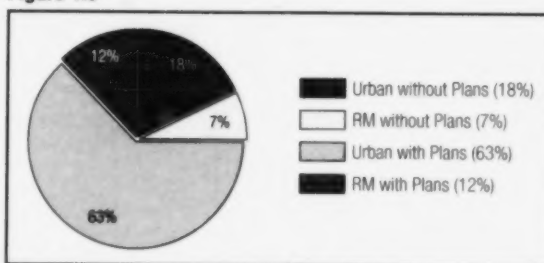
- minimizing the impact of flooding on new development and watershed planning;
- ensuring safe drinking water for new development;
- promoting orderly and sustainable growth, economic diversification and stability;
- encouraging intermunicipal co-operation and mutually beneficial partnerships; and,
- facilitating flexible land use planning approaches to stimulate change, improve quality of life and offer security to Saskatchewan communities.

Consultations were completed for amendments to *The Dedicated Lands Regulations* which support the subdivision review process. The amendments provide greater flexibility for municipalities to improve public access to lakeshore areas and better management of flood prone areas and storm water in their communities.

### Percentage of municipalities with Official Community Plans

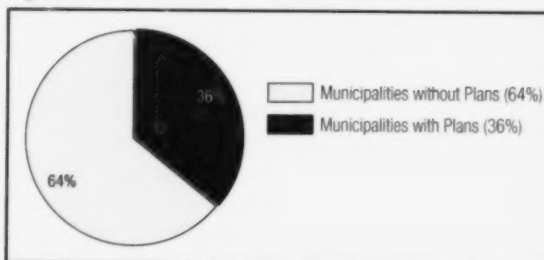
*The Planning and Development Act, 2007* provides municipalities the authority to adopt Official Community Plans (OCP). OCPs set out policies to govern land use and development, outline the municipalities' economic growth strategies, encourage environmental stewardship, plan sustainable infrastructure, support recreational opportunities, and address community interests. Without OCPs, municipal councils do not have the policies and supporting legal authority to lead the municipality's development agenda.

Figure 1.6



[Source: Municipal Affairs – Community Planning]

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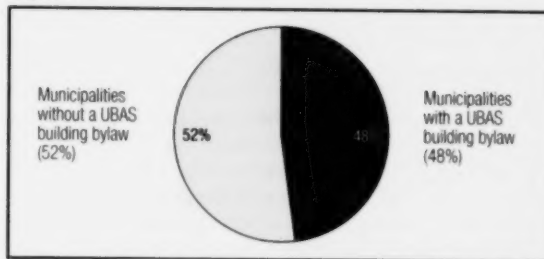
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## **Municipal Asset Information System**

Municipal Affairs is developing the Municipal Asset Information System (MAIS) to gather information from Saskatchewan municipalities to enable the Ministry to understand the long term funding needs for municipal infrastructure, develop a planned approach to infrastructure funding, and present the case for additional funding to the federal government. A significant benefit of MAIS is that it will encourage Saskatchewan municipalities to improve their asset management, resulting in municipalities better positioned to develop a comprehensive view of the future financial needs of their tangible assets.

The MAIS initiative is overseen by the MAIS Committee consisting of representatives of municipal stakeholder groups and Ministry staff. The committee has considered presentations from software vendors, developed data gathering templates, and provided advice based on local knowledge and experience. A feasibility study contracted out by the Ministry on the requirements for MAIS, which included a survey of Saskatchewan municipalities, was completed in March 2009. It outlines an implementation strategy for MAIS that includes development of a provincial level database and Geographic Information System concurrent with municipal capacity building in asset management.

## **Management of the Northern Revenue Sharing Trust Account**

The Ministry is responsible for administering the Northern Revenue Sharing Trust Account (NRSTA) and providing municipal management in the Northern Saskatchewan Administration District (NSAD). The northern offices are located in La Ronge and Buffalo Narrows. The NSAD includes 10 northern settlements, 14 recreational subdivisions, and 8,000 northern dispositions. Northern dispositions are all property types, not a specific settlement or recreation subdivision, and include all leased land, mines, trapper cabins, outfitters, etc. in the NSAD.

The Ministry is responsible for operational and administrative functions, including land use planning within the NSAD. It also manages the grant programs which support northern communities and provides training and advisory services to 25 northern municipalities on operational and administrative matters.

The NRSTA assists northern communities in providing quality and valued municipal services to their residents. This relates directly to the Ministry's goal to support thriving, sustainable and accountable municipalities that serve the residents of Saskatchewan. In 2008-09, the Ministry worked with northern Saskatchewan municipalities and stakeholders to focus on developing opportunities for regional land use and governance in the NSAD. Focus was upon promoting economic growth through northern economic development initiatives, and promoting administrative capacity within this region.

Significant achievements in 2008-09 include:

- Recognizing the need for skilled workers and the crucial role that First Nations and Métis play in Saskatchewan's future, as outlined in the Speech from the Throne, the Ministry developed the two-year Northern Local Government Administration Certification Program. This training program will increase capacity and accountability in municipal governance within the NSAD. The program was implemented in co-operation with Northlands College and the University of Regina. In fall 2008, 17 individuals were initially enrolled, and the program grew to 22 people enrolled in January 2009.
- In partnership with New North – Saskatchewan Association of Northern Communities, *The Northern Municipalities Act (NMA)* was reviewed to modernize it and clarify roles and responsibilities. The municipal consultation phase produced a series of regional municipal workshops held across the north. The results of consultations to date were discussed with the review committee. The completed review is awaiting submission to the legislative assembly.
- A Northern Infrastructure Strategy Report was developed in consultation with the NRSTA Management Board. Further consultations with New North and northern municipalities and work on the projection of municipal needs will be ongoing. This strategy will guide funding decisions of the NRSTA and inform federal-provincial infrastructure funding decisions.

## **Northern Economic Development**

The La Loche/Clearwater and La Ronge corridor planning committees both undertook work with provincial ministries to develop opportunities for regional land use and governance in the NSAD. These initiatives serve as an example of supporting

northern economic growth. The Ministries of First Nations and Métis Relations and Environment led the project, with assistance from Municipal Affairs.

A review of the operating grant formula, including nine regional meetings with 32 northern communities, resulted in consensus on amendments for a new distribution formula implemented in 2009. In 2009-10, \$11.7 million will be allocated to northern communities. Additionally, a new financial administrative support program was budgeted for 2010, with plans to develop and commence during 2009. This program will provide assistance to communities to improve their financial management with effective policies, procedures and reporting.

#### **Revenues and Expenses of the Northern Revenue Sharing Trust Account**

Due to several factors, the NRSTA operates under the calendar year; thus they report on results from January 1<sup>st</sup> to December 31<sup>st</sup>. The Saskatchewan fiscal year for Municipal Affairs runs from April 1<sup>st</sup> to March 31<sup>st</sup>. Therefore, financial information concerning the NRSTA is not presented in this Annual Report in order to avoid misunderstanding and presentation of incomplete data. The NRSTA Annual Report for the year ended December 31, 2008, can be found on the Ministry of Municipal Affairs' website at <http://www.municipal.gov.sk.ca/NRSTA-Annual-Report-2008>.

## **Progress by Key Areas**

### **Provincial Property Tax Policy**

The Ministry provides leadership and advice in the development, monitoring, and review of public policy, legislation, strategies and programs; specifically the Ministry recommends and prepares legislation and regulations that provide the legal framework for municipalities. The Ministry also co-ordinates or undertakes policy and program review, research, analysis and the development of policy proposals for Government.

Saskatchewan's property tax system raises taxes based on taxable property assessments. In 2008, \$1.55 billion in property tax was levied by local governments. An additional \$621 million in Education's K-12 operating grant was allocated in part on the basis of property assessments. Legislation requires that all Saskatchewan properties be revalued once every four years

in order to keep property assessment values updated. Assessments in 2009 are based on property values as of June 30, 2006.

One of the key responsibilities Municipal Affairs has for each revaluation is to undertake analysis, consultations and make recommendations to cabinet respecting province-wide property classes and percentages of value (POV) that are applied to assessed values in order to calculate taxable assessments. These are set by provincial regulation. The province determined for the 2009 revaluation that POV for property classes will remain unchanged. This decision was announced in September, 2008, meeting the Ministry's commitment to stakeholders.

As a result of these measures, tax shifts attributed to revaluation can flow through the property tax system (subject to how municipalities use local tax tools). This is consistent with the principle of ad valorem in that taxation changes alongside changes in assessed values, helping to avoid confusion for ratepayers. A timely release of assessment notice is provided, as well as an added administrative benefit of no additional cost to municipalities, school divisions, or assessment service providers because computer systems operate based on current POV.

The Ministry also collaborated with the Ministry of Education to prepare for implementation of changes to the education property tax system announced in the 2009-10 Budget Address delivered on March 18, 2009.

### **Saskatchewan Municipal Awards**

The Ministry and its partner municipal associations successfully delivered the second year of the Saskatchewan Municipal Awards Program with an awards ceremony in May, 2008 with over 110 delegates in attendance. The awards celebrate the excellent and innovative practices of Saskatchewan's municipal governments that demonstrate:

- good governance;
- effective management;
- consistent public engagement;
- innovation;
- significance;
- transferability;
- sustainability; and,
- capacity building.

Municipal Affairs sponsored the Municipal Service Excellence Award. The third year of the program was also launched, with 28 nominations received from municipalities. Submissions to the Municipal Awards program are transferred by the Ministry into best practices and posted by the municipal associations on the Municipal Capacity Development Program's website [www.municipalcapacity.ca](http://www.municipalcapacity.ca). In 2008-09, 46 municipal best practices were posted on the website.

### **Municipal, First Nations and Métis Relationships**

Co-operative municipal, First Nations and Métis partnerships with the province are essential to advance economic and community development opportunities.

To foster these relationships, the Ministry:

- consulted with First Nations and Métis about proposed municipal planning bylaws and subdivision proposals, and worked with First Nations and municipalities to address regional land use and development issues bordering reserve lands;
- informed municipalities of their duty to consult through municipal bylaw review, workshops and on-line materials; and,
- facilitated discussions among municipalities and First Nations and Métis people to enhance shared services and stimulate economic development.

### **Succession Strategies**

To encourage youth to consider career opportunities in municipal government, the Ministry supports the University of Saskatchewan Regional and Urban Program and University of Regina Geography Program for work studies and student placements.

Work studies include 40 hours of practical training in community planning for a student. The Ministry provides training for one or two students per semester.

Summer student placements include four months of practical training in community planning. The Ministry hires two students studying planning or geography per summer.

In 2008-09, the Ministry provided training in community planning for one work studies student. Two summer students studying planning and geography received practical training in community planning.

### **Legislation Amendments**

*The Local Government Election Amendment Act*, 2008 was introduced in fall 2008. This bill largely fine-tuned local government election processes, as requested by the municipal sector, in order to better support fair and transparent local elections.

*The Northern Municipalities Amendment Act, 2008* (No. 2) was introduced and passed in fall 2008. The amendments to *The Northern Municipalities Act* completed the legislative groundwork for the introduction of a province-wide market value based assessment system in 2009 for multi-unit residential and commercial properties. The remainder of the new *Northern Municipalities Act* is expected to be introduced in 2009-10.

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## 2008-09 Financial Overview

### Financial Results

Total 2008-09 expenses for Municipal Affairs were \$397.4 million, representing a variance of \$146.2 million above the approved appropriation, primarily as a result of increased infrastructure funding. To partially offset this over-expenditure, supplementary estimates in the amount of \$145.4 million were approved for the Municipal Economic Enhancement Program, the Building Canada Fund – Communities Component (BCF-CC) and for the Public Transit Program.

Municipal Affairs' total 2008-09 revenues were \$47.6 million, representing a variance of \$1.8 million above budget. This variance is primarily attributable to an increase in subdivision approvals as well as faster progression of Municipal Rural Infrastructure Fund projects than originally anticipated thereby resulting in higher than anticipated cost share revenue. This increase is partially offset by a decrease in revenue for the BCF-CC due to time constraints associated with project approvals, which resulted in no claimable costs from the federal government.



## Summary

The following table summarizes budgeted versus actual expenses by subvote and subprogram. Variance explanations are provided for all variances that are greater than 5% and \$100,000.

Subvote/Subprogram	In thousands of dollars				Variance Over/(Under)
	2007-08 Actual	2008-09 Estimates	2008-09 Actual		
<b>Central Management and Services</b>	<b>\$ 5,329</b>	<b>\$ 4,406</b>	<b>\$ 4,308</b>	<b>\$ (98)</b>	
<b>Municipal Financial Assistance</b>	<b>172,802</b>	<b>206,566</b>	<b>336,612</b>	<b>130,046</b>	
Urban Revenue Sharing	67,381	77,941	77,826	(115)	
Rural Revenue Sharing	45,492	51,577	52,578	1,001	
Northern Revenue Sharing	9,551	11,038	11,038	0	
Rural Municipal Primary Weight Corridors	4,214	10,000	8,869	(1,131)	1
Transit Assistance for the Disabled	2,650	2,650	2,648	(2)	
Grants-in-Lieu of Property Taxes	11,033	12,000	11,408	(592)	
SAMA (Authorized by Law)	5,341	5,870	5,870	0	
SAMA (Supplementary)	1,320	330	330	0	
Municipal Rural Infrastructure Fund	25,292	25,679	32,184	6,505	2
Municipal Economic Enhancement Program	0	0	99,900	99,900	3
SIGI Loan Program	0	2,400	606	(1,794)	4
Building Canada Fund – Communities Component	0	5,000	31,613	26,613	5
Provincial Municipal Support	0	0	229	229	6
Urban Development Agreements	528	2,081	1,513	(568)	7
<b>Municipal Relations</b>	<b>\$ 6,402</b>	<b>\$ 6,554</b>	<b>\$ 6,596</b>	<b>\$ 42</b>	
<b>Federal Municipal Assistance</b>	<b>\$ 29,223</b>	<b>\$ 32,397</b>	<b>\$ 48,645</b>	<b>\$ 16,248</b>	
Gas Tax Program	29,169	32,397	33,121	724	
Public Transit Program	54	0	15,524	15,524	8
<b>Saskatchewan Municipal Board</b>	<b>\$ 1,114</b>	<b>\$ 1,297</b>	<b>\$ 1,227</b>	<b>\$ (70)</b>	
Administration – Local Government Committee	842	910	909	(1)	
Planning Appeals Committee	88	101	100	(1)	
Assessment Appeals Committee	184	286	218	(68)	
<b>Sub-total</b>	<b>\$ 214,870</b>	<b>\$ 251,220</b>	<b>\$ 397,388</b>	<b>\$ 146,168</b>	
<b>Supplementary Estimates/ Special Warrant</b>	<b>0</b>	<b>145,422</b>	<b>0</b>	<b>0</b>	
<b>Capital Assets</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	
Capital Asset Acquisitions	0	0	0	0	
Capital Asset Amortization	1	0	0	0	
<b>Total Appropriation</b>	<b>\$ 214,871</b>	<b>\$ 396,642</b>	<b>\$ 397,388</b>	<b>\$ 746</b>	

Note: The financial results above reflect the Ministry of Municipal Affairs, as well as administrative costs associated with the Ministry of Intergovernmental Affairs and the Office of the Provincial Secretary, through a shared service arrangement with these two Ministries.

## Explanations of Major Variances

### 2008-09 Results:

1. Under-expenditure resulted from municipalities not completing construction work as well as others not meeting conditions of the agreement.
2. Progression of projects was faster than anticipated due to a lengthened construction season.
3. Incremental funding was provided to municipalities to enhance economic development through local infrastructure investment.
4. Request for payments on approved 2008-09 Saskatchewan Infrastructure Growth Initiative (SIGI) projects were lower than anticipated due to later borrowing by municipalities.
5. Accelerated infrastructure spending.
6. Commitment to subsidize costs of hauling waste water for the rural municipality of North Qu'Appelle.
7. Saskatoon project is progressing at a slower rate than anticipated.
8. Over-expenditure is primarily due to a one-time federal funding commitment in its 2008 budget for the Public Transit Program.

### Summary of Revenues

The Ministry's major revenue relates to agreements with the federal government. All revenue collected is deposited in the General Revenue Fund. A summary of the Ministry's 2008-09 budgeted revenue compared to actual revenue is presented below. Variance explanations are provided for all variances that are greater than \$100,000.

	In thousands of dollars					
Revenue Category	2007-08 Actual Revenue	2008-09 Budget	2008-09 Actual Revenue	Variances Over/ (Under)	Notes	
<b>Revenue</b>						
<b>Other Licenses and Permits</b>	<b>\$ 813</b>	<b>\$ 650</b>	<b>\$ 1,385</b>	<b>\$ 735</b>		
Subdivision Fees	813	650	1,385	735	1	
<b>Sales, Service, Service Fees</b>	<b>\$ 18</b>	<b>\$ 41</b>	<b>\$ 124</b>	<b>\$ 83</b>		
Debenture Authorization	16	10	67	57		
Miscellaneous Services	1	1	5	4		
Other Service Fees	1	30	52	22		
<b>Transfers from the Federal Government</b>	<b>\$ 36,715</b>	<b>\$ 45,049</b>	<b>\$ 45,917</b>	<b>\$ 868</b>		
Municipal Rural Infrastructure Fund	12,876	12,800	16,168	3,368	2	
New Deal Federal Gas Tax Transfer	23,638	29,548	29,548	0		
Building Canada Fund – Communities Component	0	2,500	0	(2,500)	3	
Employability Assistance	201	201	201	0		
<b>Other Revenues</b>	<b>\$ 1,025</b>	<b>\$ 5</b>	<b>\$ 127</b>	<b>\$ 122</b>		
Refunds – Previous Years' Expenditures	1,025	5	127	122	4	
<b>Total Revenue</b>	<b>\$ 38,571</b>	<b>\$ 45,745</b>	<b>\$ 47,553</b>	<b>\$ 1,808</b>		

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Miscellaneous Services	1	1	5	4	
Other Service Fees	1	30	52	22	
<b>Transfers from the Federal Government</b>	<b>\$ 36,715</b>	<b>\$ 45,049</b>	<b>\$ 45,917</b>	<b>\$ 868</b>	
Municipal Rural Infrastructure Fund	12,876	12,800	16,168	3,368	2
New Deal Federal Gas Tax Transfer	23,638	29,548	29,548	0	
Building Canada Fund – Communities Component	0	2,500	0	(2,500)	3
Employability Assistance	201	201	201	0	
<b>Other Revenues</b>	<b>\$ 1,025</b>	<b>\$ 5</b>	<b>\$ 127</b>	<b>\$ 122</b>	
Refunds – Previous Years' Expenditures	1,025	5	127	122	4
<b>Total Revenue</b>	<b>\$ 38,571</b>	<b>\$ 45,745</b>	<b>\$ 47,553</b>	<b>\$ 1,808</b>	

### **Explanations of Major Variances**

1. Increased sub-division applications.
2. Projects progressed faster than originally anticipated due to a lengthened construction season.
3. Time constraints associated with project approvals resulted in no claimable costs from the federal government.
4. Adjustments to balance sheet for overstated accounts payable.

### **Financial Accountability Statement**

Municipal Affairs is responsible for ensuring:

- public accountability for Government finances entrusted to the Ministry;
- fiscally responsible management of its resources and financial affairs;
- compliance with existing legislation and regulations;
- systems and controls are in place to safeguard public assets; and,
- appropriate results are reported to the public and the legislature.

There are a number of external controls in place to monitor these responsibilities. They include:

*Audited Results* – The Provincial Auditor's Office has legislative responsibility to audit Municipal Affairs. Audit conclusions are published in a report to the Legislative Assembly of Saskatchewan. If a deficiency is reported by the Provincial Auditor, the Ministry may be called to appear before the Public Accounts Committee of the Legislature.

*Accountable to Legislature* – The Ministry's annual budget is detailed in the Saskatchewan Provincial Budget Estimates. The Ministry is called to appear before a Legislative Committee to defend the Ministry's budget estimates.

*Public Reporting* – Expense and revenue details as they pertain to the Ministry are published in the Ministry's Annual Report, and the Public Accounts Volumes 1 and 2.

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## For More Information

Additional information about the Ministry of Municipal Affairs is available at: **[www.municipal.gov.sk.ca](http://www.municipal.gov.sk.ca)**. The website includes general and detailed information about the Ministry, its key programs, special studies and legislation for which the Ministry is responsible.

For more information about Municipal Affairs, or to provide feedback about our 2008-09 Annual Report or performance results, please contact us at:

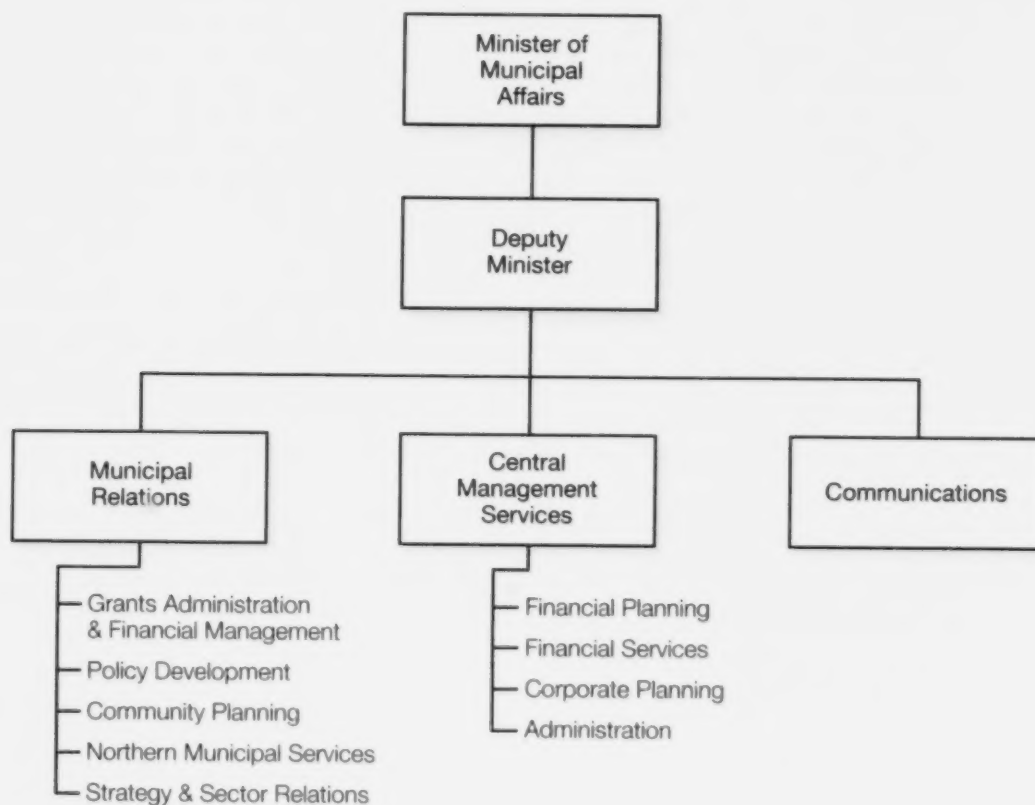
Phone: (306) 787-2635

E-mail: **[muninfo@gov.sk.ca](mailto:muninfo@gov.sk.ca)**

Mailing address:  
Ministry of Municipal Affairs  
1855 Victoria Avenue  
Regina SK S4P 3T2

## Appendices

Organizational Chart as at March 31, 2009



Publications released by our Ministry during the year are available at our website:

**[www.municipal.gov.sk.ca/publications/](http://www.municipal.gov.sk.ca/publications/)**

On this site you will find:

- General Guides and Manuals
- Community Planning Publications
- Municipal Information Bulletins
- Municipalities Today Newsletter
- Reports, Articles and Studies

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## **Legislative Responsibilities**

The Acts below and their associated regulations are the responsibility of the Ministry of Municipal Affairs.

- *The Assessment Appraisers Act*
- *The Assessment Management Agency Act*
- *The Borders Areas Act*
- *The Cities Act*
- *The City of Lloydminster Act*
- *The Community Planning Profession Act*
- *The Controverted Municipal Elections Act*
- *The Cut Knife Reference Act*
- *The Department of Rural Development Act*  
(subject to OC 177/93)
- *The Flin-Flon Extension of Boundaries Act, 1952*
- *The Local Government Election Act*
- *The Local Improvement Act, 1993*
- *The Municipal Board Act*
- *The Municipal Debenture Repayment Act*
- *The Municipal Development & Loan*  
*(Saskatchewan) Act*
- *The Municipal Expropriation Act*
- *The Municipal Industrial Development*  
*Corporations Act*
- *The Municipal Reference Act*
- *The Municipal Grant Act*
- *The Municipal Tax Sharing (Potash) Act*
- *The Municipalities Act*
- *The Municipality Improvements Assistance*  
*(Saskatchewan) Act*
- *The Northern Municipalities Act*
- *The Planning and Development Act, 2007*
- *The Rural Municipalities Administrators Act*
- *The Subdivisions Act*
- *The Tax Enforcement Act*
- *The Time Act*
- *The Urban Municipal Administrators Act*











